

## REGULAR BOARD MEETING MINUTES

October 17th, 2017 2:00 PM  
Saddle Creek Lodge  
1001 Saddle Creek Drive, Copperopolis, CA

1. CALL TO ORDER 2:02 pm
2. ROLL CALL – President Hoffman, Vice President Albertson, Directors Russ, Golden and DeBaldo
3. PLEDGE OF ALLEGIANCE
4. CHANGES TO ORDER OF AGENDA - **None**
5. **PUBLIC COMMENT** - Member of the community wants to know who is in control of the money for the gate project that did not get competed? Member of the community wants to know what is the plan for shaping the CSD trees?
6. **CONSENT CALENDAR**
  - a. Review of monthly financial report, approval of bills and claims for the month of September 2017.
  - b. Approval of the minutes of the Special Board Meeting of September 14th, 2017.  
– **Motion to approve the consent calendar, including the financial report for the month of September, 2017 and minutes of the meeting of September 14, 2017 made by Director Golden. Second made by Vice President Albertson, approved unanimously.**
7. **DISCUSSION AND ACTION ITEMS**
  - a. Discussion and action to approve the Request for Proposals (RFP) for landscape architect services for the Saddle Creek Community Landscape Restoration and Improvement Project. **The RFP for landscape design services was discussed and support was voiced from the Landscape Adhoc Committee members in attendance. Motion to approve the RFP for Landscape Architect Services was made by Vice President Albertson. A second was made by Director DeBaldo, motion passed unanimously.**
  - b. Discussion and action to approve a budget of \$600,000 for the planning, design and construction of the initial Road Improvements Project, and to authorize application for loan funding through the Special District Finance Authority. **We need a set of plans to start the prequalification. We don't have cash and we don't want to use our reserves. In our November meeting we will have a preliminary design report with a list of streets for the first phase of the road improvement project. A motion to approve a budget of \$600,000 for the planning, design and construction of the initial Road Improvements Project, and to authorize application for loan funding through the Special District Finance Authority was made by Director DeBaldo. A second was made by Director Golden, motion passed unanimously.**
  - c. Adoption of a resolution appointing the District Secretary and District Treasurer in accordance with the California Government Code. **We are not reassigning job responsibilities; a formal appointment was made with a position, but not a person. If the draft Resolution is approved, GM, Peter Kampa will be the official District Treasurer and Secretary of the Board. The staff roles for the existing Accountant and Board Clerk will not change. Motion to approve the resolution appointing the Board Secretary and Treasurer was made by Vice President Albertson. A second was made by Director DeBaldo, motion passed unanimously.**
  - d. Discussion and action regarding the District weed abatement services, fees charged and related processes. **We currently mow for fire control. Access is a private property problem. On agenda currently for public disclosure and comment. We cannot mandate**

**the abatement of weeds, there is a lot of work involved in this process. GM will develop a procedure and liability forms, requests form for homeowners. A cost analysis and fee schedule will be developed. This will take a couple of months to complete.**

**8. STAFF AND DIRECTOR REPORTS:**

- a. Road project status report and schedule. **Draft preliminary report will be ready the end of October as per Willdan, GM to keep Board apprised of process.**
- b. Landscape project status report. **Proposals to remove sod and install bark have been received. This work will stay inside our existing budget, the work is going nicely. Authority has been delegated back to GM regarding the issue of what will go where and when and how in regards to this clean up taking place.**
- c. GM's Management Objectives status report. **A handwritten report telling the Board where we are by bulleting it out will be delivered on a quarterly basis.**

**Other discussion; The Landscape Maintenance I position was advertised for two weeks, we had no response. It was advertised again using more advanced advertisement techniques, we received forty applicants. Recognition from SDRMA to the Board President was presented.**

**Site Managers Report: Street lights are 100% retro fit. Everyone has a photo cell some come on at different times. Repairs will be far less now.**

**Thank you to the ADHOC committee for their engagement and efforts for the landscape project.**

**Board President Hoffman asked that his statement of personal opinion be added to the minutes, and described that the GM was delinquent in delivering written reports prior to monthly board meeting and did not meet with the Board President this month, which was requested of him in the performance evaluation.**

**9. ADJOURNMENT meeting adjourned at 4:02 pm**